

# VESTING CREDIT

Eligibility and vesting credit for participation in another Governmental plan.

- 1) A new employee that has participation in another Nebraska governmental plan should complete an Application for Vesting Credit form and submit the completed form to our office within 30 days of hire. If we do not receive the form within 30 days, it will not be accepted and the employee will have to complete at least 12 months of service before they can participate in the State plan. Vesting credit only applies to individuals that were and are employed full time. (Note: The definition of “full-time employee” in the state plan means working 1/2 or more of the regularly scheduled hours during a pay period.)
- 2) The employer shall provide each new employee an application form at the time of the employee’s initial employment, the receipt of which shall be acknowledged in writing by the employee. (Title 303, Chapter 22)
- 3) Once the information on the application has been verified and approved, the employee and the agency will be notified of the amount of vesting credit granted. The employee is to be immediately enrolled in the plan. The Retirement Office will provide the necessary forms to the employee after approval has been determined.

If the employee is approved for vesting credit but has not accumulated 12 months of plan participation they will be eligible for participation once their plan participation and State service total 12 months. (e.g. 7 months Vesting Credit + 5 months State employment = 12 months)

# SAMPLE FORM

## Vesting Credit Application

### page 1

#### PUBLIC EMPLOYEES RETIREMENT SYSTEMS

#### APPLICATION FOR VESTING CREDIT

USE SEPARATE FORMS FOR EACH PAST RETIREMENT PLAN

Please print or type

Date \_\_\_\_\_ Social Security Number \_\_\_\_\_

Current Place of Employment \_\_\_\_\_ Date of Hire \_\_\_\_\_ FT / PT

Current Retirement Plan (Check One) ☐ School ☐ State ☐ County ☐ Patrol

Full Name \_\_\_\_\_  
First Middle Maiden Last

Phone Number Home ( ) Work ( )

Address \_\_\_\_\_  
Street City State Zip

#### LIST ALL NEBRASKA PUBLIC EMPLOYMENT

The following should be completed by you.  
Past participation must have been with a Nebraska Governmental Entity

BELOW SHOULD REFLECT DATES YOU PARTICIPATED IN A NEBRASKA GOVERNMENTAL PENSION PLAN.

Place of Employment	Circle One	Dates of Participation	
	Full Time / Part Time	From	To
	Full Time / Part Time	From	To
	Full Time / Part Time	From	To

Identify person to contact with the Government Plan:

Name \_\_\_\_\_ Department \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

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I hereby certify and warrant that, to the best of my knowledge and belief, the foregoing is true and correct.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

You should complete this form and file it with the Public Employees Retirement Board no later than 30 days after your date of hire. The address is:

Public Employees Retirement Board  
P.O. Box 94816  
Lincoln, NE 68509-4816

#### OFFICE USE ONLY

Years of Vesting Credit \_\_\_\_\_

Date \_\_\_\_\_

Initials \_\_\_\_\_

SRS-105C

Instructions on reverse side

# SAMPLE FORM

## Vesting Credit Application

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#### INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR VESTING

As a new employee you have 30 days from the date of your employment to make application for vesting credit. **"Vesting means to qualify for the employer contributions made on your behalf. In the school and state patrol plans this also means qualifying to receive a monthly retirement benefit."** The application must be filed with the Public Employees Retirement Board within 30 days from the date you were hired.

All past retirement participation must be in Nebraska Governmental Plans. It is your responsibility to have the form properly completed and filed.

- **Complete a separate form for each past retirement plan**
- Print or type all the requested information

#### Top section

- **Date**
- **Social Security Number**
- **Current Place of Employment** is where you work now.
- **Current Retirement Plan** is the retirement plan covering your current employment.
- **Date of Hire** is the date you commenced working in your new position. If you are with the State Patrol, this would be your date of graduation from camp. **Circle FT/PT** to indicate full or part time position.
- **Full Name**
- **Address**

#### Middle Section

- List your other Nebraska Governmental Retirement Plan information here.
- *Dates are the dates you were in the plan, **not when you were employed.***

**Sign the form and forward it to the Retirement Office immediately.** Your Vesting Credit Application will be considered filed on time if mailed in an envelope properly addressed to the Nebraska Public Employees Retirement Systems, postage prepaid, and postmarked before midnight of the final filing date. If the final filing date for such application falls on a Saturday, Sunday, or legal holiday, the next secular or business day shall be the final filing date. If the application is not mailed, the date the application is received by NPERS shall be the date used to determine whether the application was timely filed.

**NOTE:** This is not a buy back. You will be notified by the Public Employees Retirement Board if you qualify for vesting credit. Vesting credit is not included in the calculation of your benefit.

If you need assistance, call the Retirement Office at 402-471-2053 (Lincoln) or 800-245-5712 outside of Lincoln.